

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Overtime for First Quarter FY 1986

FROM:

Chief, New Building Project Office
1J45 Hqs

EXTENSION

NO.

DATE

31 October 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/B&FB/OL

11/1

W

1-3 FYI: So has used
through 12 Oct.

2.

3. EO/OL

H

3. Signature

4.

5. DC/BF

V

6.

7. C/NBPO

Rdh

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STAT

MEMORANDUM FOR:

[Redacted]

31 OCT 1985

Executive Officer, OL

VIA:

C/B&FB/OL

STAT

FROM:

[Redacted]

Chief, New Building Project Office, OL

SUBJECT:

Revised Overtime Usage Estimate
First Quarter - FY 1986

REF:

Memo to EO/OL from C/NBPO/OL dated 10 October 1985
Subj: Overtime Usage Estimate - First Quarter FY 1986

1. Due to an increase in activities at the new building construction site and an increase in the overtime hours worked by the site contractors, we have had an attendant increase in the overtime worked by our personnel. We intend to pursue an aggressive policy of monitoring the performance of GSA and contractor personnel at all times.

2. For the reasons stated above, we request an increase in our approved overtime estimate from 50 hours to 200 hours.

STAT

[Redacted]

Approved:

STAT

[Redacted Signature]

Executive Officer, OL

11/1/85
Date

STAT

OL/NBP

[Redacted]

31 Oct 85

Distribution:

Orig - Adse (Signed and file in Overtime File)
1 - Chrono

OL 2087-85